

**STATE OF NEVADA
BOARD OF EXAMINERS
FOR LONG TERM CARE ADMINISTRATORS**

**MINUTES OF QUARTERLY MEETING
MAY 21, 2003
ALTERRA CLARE BRIDGE OF RENO FACILITY
3105 PLUMAS STREET
RENO, NEVADA 89509**

1. THE MEETING WAS CALLED TO ORDER BY MARGARET MCCONNELL, CHAIRPERSON, AT 9:30 AM.
2. THE EXECUTIVE SECRETARY, TERRY PEDROTTI, CALLED THE ROLL. A QUORUM WAS PRESENT:

BOARD MEMBERS:

MARGARET MCCONNELL, CHAIR
MARY ELLEN WILKINSON, VICE CHAIR
DONNA J. ROSE, SECRETARY/TREASURER
TERRY D. CLODT
ARNOLD GREENHOUSE
CAROL SALA
DOUGLAS R. SINCLAIR

STAFF:

CHARLOTTE M. BIBLE, CHIEF DEPUTY ATTORNEY GENERAL
TERRY PEDROTTI, EXECUTIVE SECRETARY

GUESTS:

DIANE ALLEN, BLC – CARSON CITY
CHARLES H. PERRY, EXECUTIVE DIRECTOR – NHCA

MARGARET MCCONNELL ASKED THE GUESTS TO INTRODUCE THEMSELVES.

DIANE ALLEN FROM THE BUREAU OF LICENSURE AND CERTIFICATION, CARSON CITY, EXPLAINED SHE SUPERVISES THE MEDICARE ASPECTS OF THE STATE HEALTH DIVISION.

CHARLES H. PERRY IS EXECUTIVE DIRECTOR OF THE NEVADA HEALTH CARE ASSOCIATION.

- 3.** SECRETARY/TREASURER'S REPORTS – DONNA J. ROSE:

A. MINUTES OF BOARD MEETING, FEBRUARY 13, 2003.

THE MINUTES HAD BEEN DISTRIBUTED TO THE BOARD MEMBERS PRIOR TO THE BOARD MEETING, AND MS. ROSE ASKED IF THERE WERE ANY ADDITIONS, CORRECTIONS OR DELETIONS. THERE WERE NONE. MS. ROSE REQUESTED A MOTION. DOUGLAS SINCLAIR MOVED TO HAVE THE MINUTES APPROVED AS WRITTEN. MARY ELLEN WILKINSON SECONDED THE MOTION. THE MOTION WAS APPROVED UNANIMOUSLY.

B. THE FINANCIAL REPORTS SHOWED A PREDICTED LOSS DUE TO THE HISTORICAL

FLUCTUATION IN RENEWALS THAT OCCURS BIANNUALLY. MS. ROSE ASKED FOR A MOTION. DOUGLAS SINCLAIR MOVED THAT THE FINANCIAL REPORTS BE APPROVED AS PRESENTED. TERRY CLODT SECONDED THE MOTION. THE MOTION WAS CARRIED.

2. ADMINISTRATIVE REPORT – TERRY PEDROTTI – *INFORMATION*

A. LICENSEE ACTIVITY REPORT

TERRY PEDROTTI STATED THAT THERE HAS BEEN AN INCREASED INTEREST IN THE AIT PROGRAM FOR NURSING FACILITY ADMINISTRATORS AS WELL AS AN INCREASED INTEREST IN RESIDENTIAL FACILITIES FOR GROUPS ADMINISTRATORS DURING THE PAST FEW WEEKS. SPECIFICALLY, THE EXPRESSED INTEREST WAS IN THE AIT PROGRAMS THAT ARE AVAILABLE IN NEVADA. DONNA ROSE DID PROVIDE SOME OF THE NAMES OF THE NURSING FACILITY ORGANIZATIONS IN NEVADA WHO DO PROVIDE THE APPROVED PROGRAM.

MARGARET MCCONNELL RAISED THE QUESTION OF A PRECEPTOR TRAINING PROGRAM IN NEVADA. THE STATE DOES NOT PRESENTLY HAVE SUCH A PROGRAM, BUT WE DO HAVE THE STIPULATION IN THE RULES AND REGULATIONS, NAC 654.100, 3. (a), THAT AN ADMINISTRATOR MUST BE LICENSED FOR A MINIMUM OF ONE (1) YEAR PRIOR TO ACTING AS A PRECEPTOR.

DONNA ROSE STATED THAT THE LARGER CHAINS HAVE PRECEPTOR/AIT PROGRAMS THAT HAVE BEEN APPROVED BY NAB OR BY OUR BOARD.

MS. MCCONNELL ASKED IF THE BOARD OFFICE TRACKS THE APPROVED FACILITIES IN NEVADA FOR THE AIT PROGRAM. IT DOES NOT DO SO AT PRESENT. DONNA ROSE VOLUNTEERED TO PROVIDE SUCH A LIST WITH ADDITIONS PROVIDED BY MARY ELLEN WILKINSON, WHO MIGHT ALSO HAVE SIMILAR INFORMATION, FOR THE BOARD OFFICE TO MAINTAIN. CHARLES PERRY WAS ALSO ASKED TO HELP PROVIDE ADDITIONS TO SUCH A LIST.

MS. MCCONNELL REQUESTED DONNA ROSE TO MEET WITH JANE BAKER, AT THE NAB MEETING IN PORTLAND OREGON IN JUNE, WHO IS PUTTING TOGETHER A MODEL PREFECTOR TRAINING PROGRAM TO BE USED UNIVERSALLY AND BRING IT TO THE NEXT BOARD MEETING FOR FURTHER DISCUSSION AND ACTION. TERRY PEDROTTI WAS ASKED TO ADD THIS ITEM TO THE AGENDA OF THE NEXT MEETING.

5.** ADMINISTRATOR LICENSES ISSUED – *FINAL BOARD APPROVAL REQUIRED*:

A. NFA LICENSES:

- (1) ARTILES, ELOY
- (2) BERMEOSOLO, GARY
- (3) BLACK, JOHN W.
- (4) BROWNE, STEPHEN C.
- (5) LUKE, JOSHUA

MARGARET MCCONNELL REQUESTED A MOTION. ARNOLD GREENHOUSE MOVED TO GRANT NURSING FACILITY ADMINISTRATOR LICENSES TO THE APPLICANTS. TERRY CLODT SECONDED THE MOTION. THE MOTION WAS APPROVED UNANIMOUSLY.

B. RFA LICENSES:

- (1) BANARES, NENA V.
- (2) BORBON, OSCAR B.
- (3) CANOY, EDGAR B.
- (4) CASTILLO, JOSE O.
- (5) ESPINUEVA, ESTER
- (6) FINN, CATHERINE P.
- (7) HRIBIK, COLOMBA M.
- (8) LIBANK, GLORIA T.

- (9) MALINGEN, MA-MAY
- (10) MOORE, DEBRA D.
- (11) RAMIREZ, LYDIA D.
- (12) REEDAN, SEENA B.
- (13) SOWERS, SUSAN

MS. MCCONNELL REQUESTED A MOTION. ARNOLD GREENHOUSE MOVED TO GRANT LICENSES TO THE APPLICANTS FOR RESIDENTIAL FACILITY ADMINISTRATORS TO THE APPLICANTS LISTED. DOUGLAS SINCLAIR SECONDED THE MOTION. THE MOTION WAS CARRIED..

C. INACTIVE LICENSE REQUESTS:

- (1) DONOHUE, SIEGLINDE, RFA
- (2) HUNT, JASON W., NFA
- (3) JOHNSON, CAROL ANN, RFA
- (4) SOLOMON, MINERVA, RFA
- (5) WINGO, CAROL M. RFA

MARGARET MCCONNELL REQUESTED A MOTION. ARNOLD GREENHOUSE MOVED TO ACCEPT THE REQUESTS FOR INACTIVE STATUS BY THE LICENSEES LISTED. TERRY CLODT SECONDED THE MOTION. THE MOTION WAS CARRIED UNANIMOUSLY.

6.** UNFINISHED BUSINESS:

A. WRITTEN REQUEST FOR WITHDRAWAL OF RFA APPLICATION – WILLIAM DELEON – *BOARD ACTION*

ARNOLD GREENHOUSE MOVED TO ACCEPT THE WRITTEN REQUEST FOR WITHDRAWAL OF APPLICATION FOR LICENSURE BY WILLIAM DE LEON AND THE REFUND OF APPLICABLE FEES, IN THIS CASE, THE PREPAID INITIAL LICENSE FEE OF \$200.00. DONNA ROSE SECONDED THE MOTION, AND IT WAS CARRIED UNANIMOUSLY.

B. DETERMINATION OF COMPLIANCE WITH CONDITION ON LICENSE ISSUANCE FOR A SIGNED LETTER FROM JUDGE SAGE RE JOYCE FORD – *BOARD ACTION*

THE WRITTEN LETTER FROM JUDGE SAGE WAS RECEIVED AND SIGNED BY HIS HONOR ON HIS STATIONERY. DOUGLAS SINCLAIR MOVED TO PERMIT JOYCE FORD TO PROCEED WITH HER APPLICATION FOR LICENSURE AS A RFA ADMINISTRATOR. ARNOLD GREENHOUSE SECONDED THE MOTION. THE MOTION WAS CARRIED UNANIMOUSLY.

D. LICENSURE APPLICATION CHANGE IN APPLICATION QUESTION REGARDING ARRESTS AND CONVICTIONS – CHARLOTTE BIBLE/TERRY PEDROTTI – *BOARD DISCUSSION OF NEW POLICY AND IMPLEMENTATION.*

MARGARET MCCONNELL AND CHARLOTTE BIBLE REQUESTED THAT THIS ISSUE BE CONTINUED TO THE NEXT MEETING. SEVERAL CHANGES WERE RECOMMENDED IN THE VERBIAGE THAT WILL BE TAKEN INTO CONSIDERATION. THE OBJECTIVE IS TO CREATE THE QUESTION SO THAT ALL APPLICANTS WILL UNDERSTAND THE QUESTION AND THE IMPLICATIONS OF THEIR ANSWERS. A NEW VERSION WILL BE PRESENTED AT THE NEXT BOARD MEETING FOR DISCUSSION AND ACTION.

E. PROCEDURES REGARDING REVIEW OF CEU PRESENTATIONS FOR APPROVAL AND CREDENTIALS OF FACULTY – ARNOLD GREENHOUSE – *BOARD DISCUSSION OF NEW POLICY AND IMPLEMENTATION*

ARNOLD GREENHOUSE EXPLAINED THAT SEVERAL NEW CHANGES HAD BEEN RECOMMENDED SHORTLY BEFORE THE MEETING AND SUGGESTED THAT THIS ISSUE BE CONTINUED TO THE NEXT BOARD MEETING WHEN THE PROCEDURE WILL BE PRESENTED IN ITS FINAL FORMAT FOR THE BOARD'S REVIEW AND ACTION.

7.** NEW BUSINESS:

A. AB 326 (BDR 40-954) – “ASSISTED LIVING DEFINED” – MARGARET MCCONNELL –
INFORMATION AND DISCUSSION

MARGARET MCCONNELL EXPLAINED THAT SHE, CAROL SALA AND MARY LIVERATTI, DEPUTY DIRECTOR OF THE HEALTH DIVISION, ATTENDED THE SENATE HEARING AND TESTIFIED THAT THE AMENDMENT AS PRESENTED WAS STILL LACKING CLARIFICATION OF SOME ISSUES PERTAINING TO “ASSISTED LIVING”, AS IT RELATES TO PRESENT GROUP HOMES THAT PROVIDE ASSISTED LIVING. SPECIFICALLY, THE ISSUE IS THE REQUIREMENT THAT EACH RESIDENT MUST HAVE A SEPARATE BATHROOM. THIS IS NOT FEASIBLE AND COULD ENDANGER THE FRAIL RESIDENTS. IT WAS DETERMINED THAT ADDITIONAL CHANGES WOULD BE MADE TO THE AMENDMENT. HOWEVER, THE AMENDMENT TO THE AMENDMENT, AS IT WAS REWRITTEN, STILL DID NOT CLEARLY SATISFY THE ISSUES RELATED ABOVE. THE AMENDMENT IN ITS PRESENT FORM WILL CREATE ADDITIONAL RESTRICTIONS ON CARE FOR THE ELDERLY.

A MOTION WAS MADE BY DOUGLAS SINCLAIR FOR THE BOARD TO SEND A LETTER TO THE SENATE FINANCE COMMITTEE WITH A COPY TO BARBARA BUCKLEY, THE AUTHOR OF THE BILL, INDICATING THE BOARD DOES NOT SUPPORT THE AMENDMENT TO THE AMENDMENT IN ITS PRESENT FORM. SPECIFICALLY, THE DETAILS SHOULD BE WORKED OUT THROUGH NAC RATHER THAN THROUGH STATUTE AND THE BOARD RECOMMENDS THAT A PROVISIO BE INCLUDED IN NRS THAT “ASSISTED LIVING” SHOULD BE A SEPARATE CATEGORY ADDED TO STATUTE THAT IS DEFINED THROUGH NAC. MARY ELLEN WILKINSON SECONDED THE MOTION. THE MOTION WAS APPROVED UNANIMOUSLY.

MARGARET MCCONNELL ADDED THAT AB 323 WILL ALSO HAVE AN IMPACT, THOUGH NOT FINANCIALLY, ON THE RESIDENTIAL FACILITY ADMINISTRATORS. TERRY PEDROTTI WAS ASKED TO DOWNLOAD THE BILL FROM THE INTERNET AND DISTRIBUTE COPIES TO THE BOARD MEMBERS FOR THEIR REVIEW, BUT TO HOLD DISCUSSION FOR A FUTURE BOARD MEETING.

8.** DEPUTY ATTORNEY GENERAL'S COMMENTS

CHARLOTTE BIBLE HAD NO SPECIFIC COMMENTS AT THIS TIME.

9.** CORRESPONDENCE:

A. REQUEST WAS RECEIVED FROM THE DEPARTMENT OF HEALTH AND HUMAN SERVICES, LOS ANGELES, CA OFFICE, FOR UPDATES OF DISCIPLINARY ACTIONS – TERRY PEDROTTI –
DISCUSSION AND ACTION.

HAVING READ A COPY OF THE LETTER AND FOLLOWING A BRIEF DISCUSSION, ARNOLD GREENHOUSE MOVED TO HAVE TERRY PEDROTTI RESPOND STATING THAT THIS BOARD REPORTS TO THE HEALTH INFORMATION PROTECTION DATA BASE AND SENDING THE SAME INFORMATION TO THE LOS ANGELES OFFICE WOULD BE RHETORICAL AND CREATE ADDITIONAL COSTS IN TERMS OF COPIES AND MAILING. MARY ELLEN WILKINSON SECONDED THE MOTION, AND IT WAS APPROVED BY ALL MEMBERS OF THE BOARD.

10.**HEARING IN THE MATTER OF THE COMPLAINT AGAINST LYNN CHRISTENSEN, CASE NO. B-35822 – *DISCUSSION/ACTION – 10:30 AM OR AS SOON THEREAFTER AS IT MAY BE HEARD.*

THE PARTIES IN THE AFOREMENTIONED CASE HAD STIPULATED PREVIOUS TO THE MEETING TO CONTINUE THE HEARING TO THE NEXT QUARTERLY BOARD MEETING IN AUGUST, 2003.

11. PUBLIC COMMENTS

THERE WERE NO PUBLIC COMMENTS.

12.**DATE/TIME/LOCATION – NEXT QUARTERLY MEETING

THE BOARD MEMBERS WERE ASKED TO CONSULT THEIR CALENDARS FOR THE NEXT QUARTERLY MEETING DURING THE WEEK OF AUGUST 18TH. THE AGREED UPON DATE IS AUGUST 20, 2003, IN RENO. SINCE THE MEETING, FOLLOWED BY THE HEARING OF THE COMPLAINT AGAINST LYNN CHRISTENSEN, WILL BE A LENGTHY ONE, IT WAS SUGGESTED THAT THE BOARD MEETING COMMENCE AT 9:30 A.M. AND END BY 11:30 A.M. FOR A LUNCH BREAK. THE MEETING WILL BE RECONVENED AT 12:30 PM FOR THE HEARING. IT IS ANTICIPATED THAT THE HEARING COULD TAKE AS LONG AS 4 TO 6 HOURS. MARY ELLEN WILKINSON WILL CONDUCT THE HEARING.

A SPECIAL SET-UP FOR THE MEETING WILL BE REQUIRED AND TERRY PEDROTTI WILL CONFER WITH CHARLOTTE BIBLE AS TO PROTOCOL AND LOCATION.

12.** THERE BEING NO FURTHER BUSINESS, ARNOLD GREENHOUSE MOVED TO ADJOURN THE MEETING. MARY ELLEN WILKINSON SECONDED THE MOTION, AND IT WAS CARRIED UNANIMOUSLY.

RESPECTFULLY SUBMITTED:

TERRY PEDROTTI, EXECUTIVE SECRETARY

ATTESTED:

DONNA J. ROSE, SECRETARY/TREASURER